

MEETING #8 February 22

At a Board Workshop Meeting Regular Meeting of the Madison County Board of Supervisors on February 22, 2007 at 2:00 p.m. in the Madison County Administrative Center Auditorium:

PRESENT: Eddie Dean, Chairman
James L. Arrington, Vice-Chairman
Bob Miller, Member
Clark Powers, Member
V. R. Shackelford, III, County Attorney.
Lisa R. Kelley, County Administrator

ABSENT: William L. Crigler, Member

Chairman, Eddie Dean called the meeting to order and stated William L. Crigler will not be present for the Board Workshop Session.

James L. Arrington commented about the debris along Route 29 in Madison County and asked Donald Gore if there was any way the Virginia Department of Transportation could assist in keeping the highway clean.

Donald Gore stated he will investigate whether there are current procedures in place to assist with this issue; he also commented that Culpeper County initiated a program in which probationers were designated to pick up debris – he also stated a program of this nature was initiated in Southwest Virginia; however, all law enforcement deputies were being paid to provide security for the probationers.

James L. Arrington stated there were questions raised during a previous discussion regarding the County's liability in the event an inmate was injured while removing debris.

Donald Gore stated after the Central Virginia Regional Jail was opened in Orange County, Virginia, the inmates were designated to remove debris from an entire length of Route 29; however, for some reason this practice was discontinued.

James Ballard asked if there would be any discussion at today's Workshop Session regarding the Alarm Ordinance.

Chairman, Eddie Dean stated a Public Hearing will be scheduled during the evening session of the Regular Meeting on March 13, 2007 at 7:30 p.m. and also noted the Board would be open to accept any ideas he'd like to present at today's session.

James Ballard stated he was in favor of the Alarm Ordinance and the proposed fee structure that has been established for those individuals in the County who have alarms – he stated the security alarm business is relatively large and fully depends on law enforcement personnel; he feels the proposed fee structure will definitely get the attention of the local homeowners, business owners, and alarm companies.

Clark Powers recalled a situation in the past when an absent neighbor's alarm went off and law enforcement responded – he stated although it turned out to be a “false alarm,” law enforcement had to respond to the call.

James L. Arrington verbalized concerns as to how the proposed fees will make an impact on the monitoring companies.

James Ballard stated the proposed Alarm Ordinance contains a list of fees that will be imposed in the event a “false alarm” is handled by local law enforcement – these fees will be charged to the homeowner or business owner – in turn, these individuals will resort to contacting their monitoring companies and request changes be made to remedy this problem.

Chairman, Eddie Dean stated there has been some need for Committee appointments further and discussion as to how this issue will be handled; additionally, it has also been suggested the Board establish criteria involved for setting up a committee as well as denoting the concepts the committee will adhere to.

James L. Arrington stated it has been standard practice that should the Board decide to establish a committee, an advertisement has been published to gain public awareness and participation.

Chairman, Eddie Dean stated he feels the Board has tried to improve the manner in which committee selections have been handled in the past and suggested guidelines be established to accomplish this goal.

Clark Powers asked if this function could be accomplished by the County Administrator.

Chairman, Eddie Dean suggested this task not be given to just one individual; he also suggested the Board determine what methods should be utilized when selecting committee members for appointments in the future.

Bob Miller stated there are concepts in the County's Comprehensive Plan that indicate the County will perform certain criterion - a short list has been made of these items which the Board will be required to deal with in the near future. He further explained the intention is to develop guidelines by which the Board will select members needed on various committees as mandated by the Madison County Planning Commission; he also stated the past manner in which vacancies were filled needs to be reconstructed and feels some type of policy be developed and utilized when selecting committee members from the immediate community.

Chairman, Eddie Dean stated there have been expressions of criticism regarding projects that were undertaken without a working budget being in place – he suggested these types of situations be more structured in the future.

Chairman, Eddie Dean also stated he feels the Board needs a forum in which the members can candidly discuss any issues of concern.

Bob Miller suggested a document be constructed entitled, "The Citizen's Handbook" which will denote citizen involvement on committees, how the committee(s) are structured, provide specific answers to questions pertaining to the type of committee and who can serve, and also provide input as to whom the committee reports (i.e. Madison County Planning Commission, Madison County Board of Supervisors, County Administrator).

Chairman, Eddie Dean stated the Board can propose during today's session which will provide Lisa Kelley, County Administrator, with some ideas as to what techniques the Board will need in order to put this plan into action.

Chairman, Eddie Dean stated the Board needs to attain advice from the general public and let all citizens feel they are welcome to participate.

Clark Powers asked Lisa Kelley, County Administrator, if she has developed an idea as to what the Board desires.

Lisa Kelley, County Administrator, stated she feels there are issues the Board is in agreement on (i.e. define guidelines for committee[s]); she stated there may be times when the Board desires a committee to consist of local citizens and at times, of Board members only, although citizen involvement may be needed at another level – it will depend on what the Board is trying to accomplish as a whole. She stated that public

input can be attained in ways other than actually having citizens sit/serve on a particular committee; furthermore, a determination will be needed to gain insight as to what level of citizen involvement the Board will require.

James Ballard provided input as to what he perceived from today's discussion regarding the appointment of committees to serve the County (i.e. size, structure, composition, goals, selection process, appointing authority, responsibility of the group, etc.).

James L. Arrington stated the Board previously agreed to have a retreat after the selection of a County Administrator – this retreat would involve discussions pertaining to the development of a basic plan.

Chairman, Eddie Dean stated he feels the Board Workshop could be considered as an “ideal” monthly retreat for the Board and feels this session may need to be moved to the conference at Thrift Road – he feels this will provide the Board with an opportunity to conduct a “discussion” and not a “meeting.”

James L. Arrington verbalized concerns as to whether the Board Workshop session was being held at a convenient time; he stated the Board has agreed there is a need for increased public involvement, but feels the current meeting time is not convenient for several citizens.

Chairman, Eddie Dean stated he was curious as to whether much change in attendance would be seen in the event the current time was adjusted; however, he stated the Board currently conducts two (2) public meetings at the present time and feels the Board needs a chance to discuss issues in public where the “Board” is exchanging ideas without public input.

Lisa Kelley, County Administrator, reiterated the need for the Board to have time to work up a “proposal” amongst the members only in order to decide what the public needs to comment on – if no time is taken to accomplish this factor regarding specific topics, a productive public discussion on meaningful alternatives will be jeopardized.

Chairman, Eddie Dean stated there doesn't appear to be an ideal time for the Board to discuss topics of concern (i.e. Alarm Ordinance) and exchange ideas before action is taken at the Regular Meetings each month.

Clark Powers verbalized concerns as to how the aforementioned changes can be incorporated into the Agenda.

Chairman, Eddie Dean stated the Board has the option to conduct meetings without entertaining public comment; he also feels discussions will enable the Board to make more productive decisions concerning County issues.

Lisa Kelley, County Administrator, advised if the Board decides to hold the Board Workshop sessions at the Thrift Road Complex, this can be accomplished; she stated there are two (2) individuals who plan to make a presentation to the Board (i.e. Department of Environmental Quality and the Culpeper Soil & Water Conservation District) at the March Board Workshop session and she feels this may be a good time to start holding the sessions at the aforementioned location.

Bob Miller verbalized concerns as to how these meetings will be recorded and whether the current recording equipment can be utilized at the Thrift Road Complex.

Lisa Kelley, County Administrator, stated the Board is not required to record a particular meeting as denoted in the Freedom of Information Act; however, minutes can be taken (manually in the event the session is not recorded) and must denote major points of discussion.

Chairman, Eddie Dean stated if the meeting is held in a small area, the digital recorder should pick up the session.

Lisa Kelley, County Administrator, stated at some types of meetings, it is adequate to take minutes by hand rather than with a dictation device; however, it is mandated that some form of minutes be generated from all meetings in accordance with the Freedom of Information Act.

Chairman, Eddie Dean stated the Board will need to go into Executive Session and reconvene within five (5) minutes.

On motion of Bob Miller, seconded by James L. Arrington, the Board voted to go into Executive Session pursuant to discuss Personnel Matters (Capital Projects Coordinator), Section 2.2.3711 (A)(1) and Real Property (Courthouse Project), Section 2.2.3711 (A)(3), with the following vote recorded:

Eddie Dean	Aye
James L. Arrington	Aye
William L. Crigler	Absent

Bob Miller	Aye
Clark Powers	Aye

On motion of Bob Miller, seconded by Clark Powers, the Board voted to go back into open session with the following vote recorded:

Eddie Dean	Aye
James L. Arrington	Aye
William L. Crigler	Absent
Bob Miller	Aye
Clark Powers	Aye

On motion of Bob Miller, seconded by James L. Arrington, the Board took roll call to certify that nothing was discussed which was not authorized by the Code of Virginia and that the following Resolution is adopted with the following vote recorded:

Eddie Dean	Aye
James L. Arrington	Aye
William L. Crigler	Absent
Bob Miller	Aye
Clark Powers	Aye

MOTION:	Bob Miller	RESOLUTION NO:	2007-2
SECOND:	James L. Arrington	MEETING DATE:	February 22, 2007

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Madison County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, 2.1-344.1 of the Code of Virginia requires a certification by the Madison County Board of Supervisors that such executive meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Madison County Board of Supervisors hereby certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Madison County Board of Supervisors.

VOTE

AYES, Eddie Dean, James L. Arrington, Bob Miller, Clark Powers

ABSTAIN: None

NAYS: None

(For each nay vote, the substance of the departure from the requirements of the act should be described)

ABSENT DURING VOTE: William L. Crigler

ABSENT DURING MEETING: William L. Crigler

Clerk/Secretary of the Madison County Board of Supervisors

Eddie Dean	Aye
James L. Arrington	Aye
William L. Crigler	Absent
Bob Miller	Aye
Clark Powers	Aye

No action was taken as a result of Executive Session

After discussion, James L. Arrington asked if a resolution has been attained regarding relocation of various County Offices.

Chairman, Eddie Dean stated once all renovations have been completed at the Courthouse, the County might be able to utilize the Commonwealth Attorney's office for space; he stated he feels something needs to be accomplished to accommodate staff currently located at the Thrift Road Complex.

Chairman, Eddie Dean stated he and Lisa Kelley, County Administrator, are planning to attend the upcoming Madison Town Council meeting to forward the County's rezoning request for approval; he will report results at a later time.

Chairman, Eddie Dean stated a study was conducted by Andy Mank, Consultant, regarding the Administrative Center which included a need for a conference room at the location. He provided a brief overview from the study that was provided (i.e. square footage, office renovations/relocations, storage space, etc.).

Clark Powers asked if renovations at the Administrative Center will extend to the Madison Health Department, to which Chairman, Eddie Dean indicated it will not.

James L. Arrington asked if the proposed plans called for the Administrative Center to be a two-story facility, to which Chairman, Eddie Dean replied "yes."

Chairman, Eddie Dean explained that an elevator was not required since the structure will be easily accessible from the ground level; however, there are limitations as to what can be accomplished with the existing design due to easements, etc.

James L. Arrington verbalized concerns as to impending work to be accomplished at Hoover Ridge.

Chairman, Eddie Dean stated the plans are to be reviewed by the Culpeper Soil & Water Conservation District – after that time, plans will be forwarded to the Madison County Planning Commission for consideration.

Chairman, Eddie Dean suggested the Board ask Ross Shifflett, Director of Facilities & Maintenance, to provide an update on this issue.

Chairman, Eddie Dean stated there are items that must be accomplished by the County which Ross Shifflett, Director of Facilities & Maintenance, is adhering to.

Lisa Kelley, County Administrator, advised the Board of a request by the current tenants at Fairground Roads to provide childcare in the rental house; however, she stated the lease prohibits any “money making activities” (i.e. home business) from being conducted in the rental home.

With no further action being required by the Board, on motion of Bob Miller, seconded by Clark Powers, Chairman, Eddie Dean adjourned the meeting, with the following vote recorded:

Eddie Dean	Aye
James L. Arrington	Aye
William L. Crigler	Absent
Bob Miller	Aye
Clark Powers	Aye

Date: February 23, 2007